

PRESIDING OFFICER, THOMAS J. GARDNER, MAYOR

ROLL CALL:

PRESENT: Joe Bourne, Brandie Bourne, John Little, Ed Steffek, Nate Penrod, Steve Adams

ABSENT: N/A

OTHER ATTENDEES: Rick Swiger, DJ Meek, Donna Meek

VISITORS: Nancy Bourne

MOMENT OF SILENCE/PLEDGE

The meeting was opened with The Pledge of Allegiance led by Mayor Gardner.

PRIOR MEETING MINUTES

Motion was made by Joe Bourne and seconded by Nate Penrod to dispense with the reading of the minutes and accept the minutes from regular meeting held December 28, 2023. All council members present were in favor.

VISITORS

* No Reporting

OPEN BOOKS

***Motion made by Brandie Bourne** and seconded by Ed Steffek to open the books for year 2024. All council members present were in favor.

PAY BILLS

*No Bills.

COUNCIL PRESIDENT

***Motion made by Steve Adams** and seconded by Ed Steffek to nominate and appoint Joe Bourne as Council President for Year 2024. Roll Call as follows: Joe Bourne yay, Steve Adams yay, Nate Penrod yay, John Little yay, Ed Steffek yay, Brandie Bourne abstain.

POLICE

*No Reporting - Absent

STREET

*Heard that the Christmas Lights are down on the square. And the remaining lights will be removed tomorrow. Mayor Gardner has a crew together to remove the remaining lights.

COMMITTEES FOR YEAR 2024

***Motion made by Brandie Bourne and** seconded by Ed Steffek to approve the proposed committees for year 2024. All council members present were in favor.

Finance	John Little, Nate Penrod, Brandie Bourne
Street	Joe Bourne, Steve Adams, John Little
Public Safety	Steve Adams, Ed Steffek, Nate Penrod
Park Board	Joe Bourne, Ed Steffek, Brandie Bourne
Tri-County	Nate Penrod or Brandie Bourne
Delaware Valley	Joe Bourne, Ed Steffek
Cemetery	Tom Gardner, Nate Penrod (Alternate)
Board of Tax Review	Sandra Welsch, Kathy Sullivan, Kathy Huston
Solicitor	Atty. Mark Perlaky
Income Tax Administrator	Donna Meek
Chief of Police	Rocky Dusenberry
Mayor's Administrative Assistant	DJ Meek
SM&R	Rick Swiger
Park Caretaker	To Be Determined
Planning Commission:	Tom Gardner, John Little, DJ Meek, Teresa Jones
Union Cemetery	Traci Barker, Richard Barker, DJ Meek, Tom Gardner
Zoning Appeals Board:	John Little, Teresa Jones, Adrian Endlich, Jennifer Robinson
Income Tax Review Board:	Sandra Welsch, Kathy Sullivan, Kathy Huston
Records Retention Board:	Tom Gardner, Rocky Dusenberry, Darissa R. Lute
Historical Society:	Mike Conaway, Kathy Sullivan, John Little
T. C. Health Advisory Board:	Brandie Bourne
Audit	Darissa Lute, Tom Gardner, Joe Bourne

CEMETERY REPORTING

*Reviewed the 2023 Union-Salem Cemetery report with expenses of \$16,387.26 and receipts of \$25,610.38. The ending balance to be carried over to year 2024 was \$47,806.75.

Motion made by Steve Adams and seconded by Joe Bourne to approve the Cemetery Report as stated. All council members present were in favor.

ZONING/MAYOR'S ADMINISTRATIVE ASSISTANT

*Was informed that Diversified Engineering has been contacted to proceed with an inspection for condemning a property at 206 E. Main St. Once the home has been inspected and condemned; the home will be torn down.

*Heard that one zoning permit was issue (Jeff Drushel property).

*Meek informed council that a generated power system for the light at the square will be added into the Safe Sidewalk Grant Project. The village had anticipated on applying for other grants to cover the cost of approximately \$11,000.

PERLAKY

*No Reporting- Absent

INCOME TAX ADMINISTRATOR

* No Reporting

MAYOR

*Reviewed proposed projects for year 2024

1. To have the property at 206 E. Main St. condemned and raised.
2. Reset stones in Cemetery.
3. Continue paving projects for streets and alleys.
4. To continue to monitor the Safe Sidewalk Project until it is completed.
5. Increase police department patrolling hours for the village and issue cleanup notices and junk vehicle violations as needed.

*Reviewed 2023 Accomplishments as follows:

1. Was awarded an ODOT Grant for the sidewalk project.
2. Property at 113 N High Street was sold
3. Purchased a power washer & leaf blower
4. Completed a successful audit for year 2021 & 2022
5. Paved streets which included: Welsh, Lewis, Lincoln Drive, School Street & Dichler Lane
6. New dirt was placed on the Little League Field at Belden Park
7. North High Street Extension had top soil removed and base gravel put in place
8. Designated an unnamed alley as "Clyde Tufford Lane"
9. Received a \$23,000 grant from Rosenberry Foundation for the Street Dept's John Deere Gator with the village only paying \$187.65
- 10 New Stop Signs were provided by an ODOT Grant at no cost to the village
- 11 The Union Cemetery shed and receiving vault were painted
- 12 The Replacement Cemetery Levy and Renewal General Expense Levy was passed.
- 13 Attorney Mark Perlaky was sworn in as village solicitor effective Jan 1, 2024 replacing Solicitor Michael Cochran who retire after serving the village for 45 years
- 14 Hired Peggy Porter as the Belden Park Pavilion Caretaker Employee
- 15 Steve Adams & Joe Bourne were re-elected for council for another 4 year term. Mayor Gardner was re-elected for mayor for another 4 year term

JOE BOURNE

*Reviewed the December Delaware Fire Department Report with 4 calls handled.

NATE PENROD

*No Reporting

BRANDIE BOURNE

*Reminder – Next Delaware Fire Dept. Breakfast will be January 13, 2024 from 8-11am.
(weather permitting)

STEVE ADAMS

*No Reporting

JOHN LITTLE

*No Reporting

ED STEFFEK

*No Reporting

FISCAL OFFICER

*No Reporting

TREASURER’S REPORT

* **Motion made by Brandie Bourne** and seconded by Joe Bourne Adams to accept the December Treasurer’s report with the following: \$531,478.30 General Fund, \$37,529.57 Street Construction, \$2,095.32 State Highway, \$27.44 Cemetery Fund, \$2,461.95 Permissive Vehicle Tax, \$3012.63 Capital Project, \$0 Mayor’s Court, 2,207.53 Local Fiscal Recovery/ARPA Fund. With a total of all funds \$578,812.74. Reports included the Bank Reconciliation Report, bank statements, payment listing, receipt detail report, fund status report, appropriation status report. All council members present were in favor.

Next meeting will be January 16, 2024 at 7:00pm.

Meeting Adjourned

_____ Date
Thomas J. Gardner, Mayor

_____ Date
Darissa R. Lute, Fiscal Officer

RESOLUTIONS & ORDINANCES

Motion moved by Joe Bourne and seconded by Steve Adams establishing the Rules of Operation and Procedures for Year 2024 as stated on an emergency basis. **(ORDINANCE 2024-01)** Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion made by Nate Penrod and seconded by Joe Bourne to pass and enact said **ORDINANCE 2024-01**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion moved by Joe Bourne and seconded by Steve Adams to authorize using Blanket Purchase Orders as stated on an emergency basis. **(RESOLUTION 01-2024)** Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion made by Joe Bourne and seconded by Ed Steffek to pass and enact said **RESOLUTION 01-2024**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion moved by Brandie Bourne and seconded by Ed Steffek to establish monthly credit card expense limits and users as stated on an emergency basis. **(RESOLUTION 02-2024)** Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion made by Nate Penrod and seconded by Steve Adams to pass and enact said **RESOLUTION 02-2024**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion moved by Joe Bourne and seconded by Ed Steffek to establish salaries & wages for year 2024 on an emergency basis. **(RESOLUTION 03-2024)** Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion made by Joe Bourne and seconded by Ed Steffek to pass and enact said **RESOLUTION 03-2024**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.